

JANUARY 2012: Perchloroethylene (PCE) Record Keeping Form

Operation, maintenance, leak checks, repair, PCE purchase and pollution prevention records must be kept on-site for five years and available upon request.

Machine #	Week of January 1 - 7	Week of January 8 - 14	Week of January 15 - 21	Week of January 22 - 28
Inspection Date/Initials (list under each week):				
TEMPERATURE MONITORING: (note if in Fahrenheit or Celsius) INLET and OUTLET gauges must be labeled. During the "cool down" phase of the drying cycle, record: Refrigerated Condenser (RC) INLET Temperature, RC OUTLET Temperature, and the difference between the two temperatures.	Inlet: F / C	Inlet: F / C	Inlet: F / C	Inlet: F / C
	Outlet: F / C	Outlet: F / C	Outlet: F / C	Outlet: F / C
	Diff.: F / C	Diff.: F / C	Diff.: F / C	Diff.: F / C
Is RC OUTLET temperature less than or equal to 45° F (7° C)? (circle yes or no) If "no" there is a problem with your machine, which must be fixed. Record action/date/initial to the right.	Yes No	Yes No	Yes No	Yes No
Record action(s) taken to fix machine/Date/Initial:				
Is the difference between the RC INLET and OUTLET temperatures greater than or equal to 20° F (11° C)? (circle yes or no) If "no," there is a problem with your machine, which must be fixed. Record action/date/initial to the right.	Yes No	Yes No	Yes No	Yes No
Record action(s) taken to fix machine/Date/Initial:				
LEAK DETECTION: Were any leaks found on the machine during the weekly inspection by sight, smell, touch? (circle yes or no) Were any leaks found during the monthly inspection of the machine by detector. (circle yes or no) You must check: hose/pipe connections, fittings, couplings/valves, door gaskets/seatings, filter gaskets/seatings, pumps, solvent tanks/hazardous waste containers, water separators, muck cookers, stills, exhaust dampers, diverter valves, cartridge filter housing. If "yes," take immediate steps to repair the leak. If parts are available, repairs must be made within 24 hours. If parts are unavailable they must be ordered within 2 days and repairs completed within 5 days of receiving parts. Record action date/time/initial to the right.	Yes Date: No Time:	Yes Date: No Time:	Yes Date: No Time:	Yes Date: No Time:
	Leaks found using detector: Yes No Date:			
	Record action(s) taken to fix machine and the date, time and result of each repair. This information must be recorded at the time of each repair.			
PURCHASE RECORDS: Record gallons of PCE purchased monthly and the add it to the previous 11 month total. Receipts of PCE purchases must be kept on-site for five years and available upon request.	Gallons PCE purchased in last 11 months (Feb. '11 - Dec. '11) = _____			
	Add gallons PCE purchased in January '12 + _____			
	12 month rolling total of PCE purchased (gallons) = _____			

DISCLAIMER: This form is to help you comply with air quality requirements. You should not assume it is exhaustive, or rely solely on it for compliance. If there is a conflict between the form and federal, state or local regulations, the regulations will govern. Refer to the Notice of Construction (NOC) permit requirements issued by Spokane Clean Air to ensure air quality requirements for your specific equipment are being met. NOC, operation manual, design specifications and waste manifest records kept onsite. Call Spokane Clean Air (477-4727) if you have questions.

MARCH 2012: Perchloroethylene (PCE) Record Keeping Form

Operation, maintenance, leak checks, repair, PCE purchase and pollution prevention records must be kept on-site for five years and available upon request.

Machine #	Week of March 4 - 10	Week of March 11 - 17	Week of March 18 - 24	Week of March 25 - 31					
Inspection Date/Initials (list under each week):									
TEMPERATURE MONITORING: (note if in Fahrenheit or Celsius) INLET and OUTLET gauges must be labeled. During the "cool down" phase of the drying cycle, record: Refrigerated Condenser (RC) INLET Temperature, RC OUTLET Temperature, and the difference between the two temperatures.	Inlet: F / C	Inlet: F / C	Inlet: F / C	Inlet: F / C					
	Outlet: F / C	Outlet: F / C	Outlet: F / C	Outlet: F / C					
	Diff.: F / C	Diff.: F / C	Diff.: F / C	Diff.: F / C					
Is RC OUTLET temperature less than or equal to 45° F (7° C)? (circle yes or no) If "no" there is a problem with your machine, which must be fixed. Record action/date/initial to the right.	Yes No	Yes No	Yes No	Yes No					
Record action(s) taken to fix machine/Date/Initial:									
Is the difference between the RC INLET and OUTLET temperatures greater than or equal to 20° F (11° C)? (circle yes or no) If "no," there is a problem with your machine, which must be fixed. Record action/date/initial to the right.	Yes No	Yes No	Yes No	Yes No					
Record action(s) taken to fix machine/Date/Initial:									
LEAK DETECTION: Were any leaks found on the machine during the weekly inspection by sight, smell, touch? (circle yes or no) Were any leaks found during the monthly inspection of the machine by detector. (circle yes or no) You must check: hose/pipe connections, fittings, couplings/valves, door gaskets/seatings, filter gaskets/seatings, pumps, solvent tanks/hazardous waste containers, water separators, muck cookers, stills, exhaust dampers, diverter valves, cartridge filter housing. If "yes," take immediate steps to repair the leak. If parts are available, repairs must be made within 24 hours. If parts are unavailable they must be ordered within 2 days and repairs completed within 5 days of receiving parts. Record action date/time/initial to the right.	Yes No	Date: Time:	Yes No	Date: Time:	Yes No	Date: Time:	Yes No	Date: Time:	
	Leaks found using detector: Yes No Date:								
	Record action(s) taken to fix machine and the date, time and result of each repair. This information must be recorded at the time of each repair.								
PURCHASE RECORDS: Record gallons of PCE purchased monthly and the add it to the previous 11 month total. Receipts of PCE purchases must be kept on-site for five years and available upon request.	Gallons PCE purchased in last 11 months (April '11 - Feb. '12) = _____								
	Add gallons PCE purchased in March '12 + _____								
	12 month rolling total of PCE purchased (gallons) = _____								

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APRIL 2012: Perchloroethylene (PCE) Record Keeping Form

Operation, maintenance, leak checks, repair, PCE purchase and pollution prevention records must be kept on-site for five years and available upon request.

Machine #	Week of April 1 - 7	Week of April 8 - 14	Week of April 15 - 21	Week of April 22 - 28	
Inspection Date/Initials (list under each week):					
TEMPERATURE MONITORING: (note if in Fahrenheit or Celsius) INLET and OUTLET gauges must be labeled. During the "cool down" phase of the drying cycle, record: Refrigerated Condenser (RC) INLET Temperature, RC OUTLET Temperature, and the difference between the two temperatures.	Inlet: F / C	Inlet: F / C	Inlet: F / C	Inlet: F / C	
	Outlet: F / C	Outlet: F / C	Outlet: F / C	Outlet: F / C	
	Diff.: F / C	Diff.: F / C	Diff.: F / C	Diff.: F / C	
Is RC OUTLET temperature less than or equal to 45° F (7° C)? (circle yes or no) If "no" there is a problem with your machine, which must be fixed. Record action/date/initial to the right.	Yes No	Yes No	Yes No	Yes No	
Record action(s) taken to fix machine/Date/Initial:					
Is the difference between the RC INLET and OUTLET temperatures greater than or equal to 20° F (11° C)? (circle yes or no) If "no," there is a problem with your machine, which must be fixed. Record action/date/initial to the right.	Yes No	Yes No	Yes No	Yes No	
Record action(s) taken to fix machine/Date/Initial:					
LEAK DETECTION: Were any leaks found on the machine during the weekly inspection by sight, smell, touch? (circle yes or no) Were any leaks found during the monthly inspection of the machine by detector. (circle yes or no) You must check: hose/pipe connections, fittings, couplings/valves, door gaskets/seatings, filter gaskets/seatings, pumps, solvent tanks/hazardous waste containers, water separators, muck cookers, stills, exhaust dampers, diverter valvels, cartridge filter housing. If "yes," take immediate steps to repair the leak. If parts are available, repairs must be made within 24 hours. If parts are unavailable they must be ordered within 2 days and repairs completed within 5 days of receiving parts. Record action date/time/initial to the right.	Yes Date: No Time:	Yes Date: No Time:	Yes Date: No Time:	Yes Date: No Time:	
	Leaks found using detector: Yes No Date:				
	Record action(s) taken to fix machine and the date, time and result of each repair. This information must be recorded at the time of each repair.				
PURCHASE RECORDS: Record gallons of PCE purchased monthly and the add it to the previous 11 month total. Receipts of PCE purchases must be kept on-site for five years and available upon request.	Gallons PCE purchased in last 11 months (May '11 -Mar. '12) = _____				
	Add gallons PCE purchased in April '12 + _____				
	12 month rolling total of PCE purchased (gallons) = _____				

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MAY 2012: Perchloroethylene (PCE) Record Keeping Form

Operation, maintenance, leak checks, repair, PCE purchase and pollution prevention records must be kept on-site for five years and available upon request.

Machine #	Week of Apr. 29 - May 5	Week of May 6 - 12	Week of May 13 - 19	May 20 - 26	May 27 - June 2	
Inspection Date/Initials (list under each week):						
TEMPERATURE MONITORING: (note if in Fahrenheit or Celsius) INLET and OUTLET gauges must be labeled. During the "cool down" phase of the drying cycle, record: Refrigerated Condenser (RC) INLET Temperature, RC OUTLET Temperature, and the difference between the two temperatures.	Inlet: F / C	Inlet: F / C	Inlet: F / C	Inlet: F / C	Inlet: F / C	
	Outlet: F / C	Outlet: F / C	Outlet: F / C	Outlet: F / C	Outlet: F / C	
	Diff.: F / C	Diff.: F / C	Diff.: F / C	Diff.: F / C	Diff.: F / C	
Is RC OUTLET temperature less than or equal to 45° F (7° C)? (circle yes or no) If "no" there is a problem with your machine, which must be fixed. Record action/date/initial to the right.	Yes No	Yes No	Yes No	Yes No	Yes No	
Record action(s) taken to fix machine/Date/Initial:						
Is the difference between the RC INLET and OUTLET temperatures greater than or equal to 20° F (11° C)? (circle yes or no) If "no," there is a problem with your machine, which must be fixed. Record action/date/initial to the right.	Yes No	Yes No	Yes No	Yes No	Yes No	
Record action(s) taken to fix machine/Date/Initial:						
LEAK DETECTION: Were any leaks found on the machine during the weekly inspection by sight, smell, touch? (circle yes or no) Were any leaks found during the monthly inspection of the machine by detector. (circle yes or no) You must check: hose/pipe connections, fittings, couplings/valves, door gaskets/seat- ings, filter gaskets/seatings, pumps, solvent tanks/hazardous waste containers, water sepa- rators, muck cookers, stills, exhaust dampers, diverter valvels, cartridge filter housing. If "yes," take immediate steps to repair the leak. If parts are available, repairs must be made within 24 hours. If parts are unavailable they must be ordered within 2 days and repairs completed within 5 days of receiving parts. Record action date/time/initial to the right.	Yes No	Date: Time:	Yes No	Date: Time:	Yes No	Date: Time:
	Leaks found using detector: Yes No Date:					
	Record action(s) taken to fix machine and the date, time and result of each repair. This information must be recorded at the time of each repair.					
PURCHASE RECORDS: Record gallons of PCE purchased monthly and the add it to the previous 11 month total. Receipts of PCE purchases must be kept on-site for five years and available upon request.	Gallons PCE purchased in last 11 months (June '11 - Apr. '12) = _____					
	Add gallons PCE purchased in May '12 + _____					
	12 month rolling total of PCE purchased (gallons) = _____					

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JUNE 2012: Perchloroethylene (PCE) Record Keeping Form

Operation, maintenance, leak checks, repair, PCE purchase and pollution prevention records must be kept on-site for five years and available upon request.

Machine #	Week of June 3 - 9	Week of June 10 - 16	Week of June 17 - 23	Week of June 24 - 30	
Inspection Date/Initials (list under each week):					
TEMPERATURE MONITORING: (note if in Fahrenheit or Celsius) INLET and OUTLET gauges must be labeled. During the "cool down" phase of the drying cycle, record: Refrigerated Condenser (RC) INLET Temperature, RC OUTLET Temperature, and the difference between the two temperatures.	Inlet: F / C	Inlet: F / C	Inlet: F / C	Inlet: F / C	
	Outlet: F / C	Outlet: F / C	Outlet: F / C	Outlet: F / C	
	Diff.: F / C	Diff.: F / C	Diff.: F / C	Diff.: F / C	
Is RC OUTLET temperature less than or equal to 45° F (7° C)? (circle yes or no) If "no" there is a problem with your machine, which must be fixed. Record action/date/initial to the right.	Yes No	Yes No	Yes No	Yes No	
Record action(s) taken to fix machine/Date/Initial:					
Is the difference between the RC INLET and OUTLET temperatures greater than or equal to 20° F (11° C)? (circle yes or no) If "no," there is a problem with your machine, which must be fixed. Record action/date/initial to the right.	Yes No	Yes No	Yes No	Yes No	
Record action(s) taken to fix machine/Date/Initial:					
LEAK DETECTION: Were any leaks found on the machine during the weekly inspection by sight, smell, touch? (circle yes or no) Were any leaks found during the monthly inspection of the machine by detector. (circle yes or no) You must check: hose/pipe connections, fittings, couplings/valves, door gaskets/seat- ings, filter gaskets/seatings, pumps, solvent tanks/hazardous waste containers, water sepa- rators, muck cookers, stills, exhaust dampers, diverter valves, cartridge filter housing. If "yes," take immediate steps to repair the leak. If parts are available, repairs must be made within 24 hours. If parts are unavailable they must be ordered within 2 days and repairs completed within 5 days of receiving parts. Record action date/time/initial to the right.	Yes : Date: No : Time:	Yes : Date: No : Time:	Yes : Date: No : Time:	Yes : Date: No : Time:	
	Leaks found using detector: Yes No Date:				
	Record action(s) taken to fix machine and the date, time and result of each repair. This information must be recorded at the time of each repair.				
PURCHASE RECORDS: Record gallons of PCE purchased monthly and the add it to the previous 11 month total. Receipts of PCE purchases must be kept on-site for five years and available upon request.	Gallons PCE purchased in last 11 months (July '11 - May '12) = _____				
	Add gallons PCE purchased in June '12 + _____				
	12 month rolling total of PCE purchased (gallons) = _____				

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OCTOBER 2012: Perchloroethylene (PCE) Record Keeping Form

Operation, maintenance, leak checks, repair, PCE purchase and pollution prevention records must be kept on-site for five years and available upon request.

Machine #	Week of Sept. 30 - Oct. 6	Week of October 7 - 13	Week of October 14 - 20	Week of October 21 - 27	
Inspection Date/Initials (list under each week):					
TEMPERATURE MONITORING: (note if in Fahrenheit or Celsius) INLET and OUTLET gauges must be labeled. During the "cool down" phase of the drying cycle, record: Refrigerated Condenser (RC) INLET Temperature, RC OUTLET Temperature, and the difference between the two temperatures.	Inlet: F / C	Inlet: F / C	Inlet: F / C	Inlet: F / C	
	Outlet: F / C	Outlet: F / C	Outlet: F / C	Outlet: F / C	
	Diff.: F / C	Diff.: F / C	Diff.: F / C	Diff.: F / C	
Is RC OUTLET temperature less than or equal to 45° F (7° C)? (circle yes or no) If "no" there is a problem with your machine, which must be fixed. Record action/date/initial to the right.	Yes No	Yes No	Yes No	Yes No	
Record action(s) taken to fix machine/Date/Initial:					
Is the difference between the RC INLET and OUTLET temperatures greater than or equal to 20° F (11° C)? (circle yes or no) If "no," there is a problem with your machine, which must be fixed. Record action/date/initial to the right.	Yes No	Yes No	Yes No	Yes No	
Record action(s) taken to fix machine/Date/Initial:					
LEAK DETECTION: Were any leaks found on the machine during the weekly inspection by sight, smell, touch? (circle yes or no) Were any leaks found during the monthly inspection of the machine by detector. (circle yes or no) You must check: hose/pipe connections, fittings, couplings/valves, door gaskets/seatings, filter gaskets/seatings, pumps, solvent tanks/hazardous waste containers, water separators, muck cookers, stills, exhaust dampers, diverter valves, cartridge filter housing. If "yes," take immediate steps to repair the leak. If parts are available, repairs must be made within 24 hours. If parts are unavailable they must be ordered within 2 days and repairs completed within 5 days of receiving parts. Record action date/time/initial to the right.	Yes Date: No Time:	Yes Date: No Time:	Yes Date: No Time:	Yes Date: No Time:	
	Leaks found using detector: Yes No Date:				
	Record action(s) taken to fix machine and the date, time and result of each repair. This information must be recorded at the time of each repair.				
PURCHASE RECORDS: Record gallons of PCE purchased monthly and the add it to the previous 11 month total. Receipts of PCE purchases must be kept on-site for five years and available upon request.	Gallons PCE purchased in last 11 months (Nov. '11 - Sept. '12) = _____				
	Add gallons PCE purchased in October '12 + _____				
	12 month rolling total of PCE purchased (gallons) = _____				

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